

# **EXHIBIT B**



## OFFICE OF THE SECRETARY

---

December 16, 2022

Susan Williams Bill  
The Transformation Project, Inc.  
401 E. 8<sup>th</sup> St. Suite 214-3022  
Sioux Falls, SD 57103  
(605) 610-8579  
susan@transformationprojectsd.org

Sent via email and U.S. mail

RE: Termination of State Contract #23SC090939

Dear Ms. Bill,

This letter is notice of the State's termination of contract #23SC090939 ("Contract") with cause. Under the contract, the Transformation Project, Inc. was obligated to:

- Create a Community Healthcare Worker ("CHW") Program with "at least one certificate-level CHW." (Contract Page 1, ¶ F[1]).
- Develop infrastructure for the CHW program, including billing, documentation, human resources, marketing, and communication. (Contract Page 1, ¶ F[2]).
- Develop awareness efforts so providers understand the CHW program. (Contract Page 1, ¶ F[3]).
- Participate in the Community Health Worker Collaborative of South Dakota annual conference. (Contract Page 1, ¶ F[4]).
- Collect and share clinical data to evaluate the CWH program, as required by the Centers for Disease Control and Prevention. (Contract Page 2, ¶ F[6]).
- Provide success stories using the provided template. (Contract Page 2, ¶ F[7]).
- Acknowledge the Department of Health as the funding source for funded materials. (Contract Page 2, ¶ F[8]).
- Utilize existing CHWSD or DOH resources prior to developing new materials. (Contract Page 2, ¶ F[9]).
- Provide quarterly report to the CHWSD and the State for Quarter 1 (June 1<sup>st</sup> to August 30<sup>th</sup>), Due Sept. 15, 2022. (Contract Page 2, ¶ F[10(a)]).
- Provide quarterly report to the CHWSD and the State for Quarter 2 (Sept. 1<sup>st</sup> to Nov. 31<sup>st</sup>), Due Dec. 15, 2022. (Contract Page 2, ¶ F[10(b)]).



## OFFICE OF THE SECRETARY

---

The Transformation Project, Inc. failed to perform these obligations under the Contract. Accordingly, the State finds you in material breach of the Contract. Pursuant to Contract Page 4, ¶ C, the State may terminate “for cause at any time, with or without notice.” Accordingly, the Contract is terminated effectively immediately.

Any outstanding payment will be made consistent with SDCL Chapter 5-26.

Sincerely,

A handwritten signature in black ink, reading 'Lynne Valenti', written over a horizontal line.

Lynne Valenti, J.D.  
Deputy Secretary  
605-773-6188  
lynne.valenti@state.sd.us